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Approved For Release 2000/08/17 : CIA-RDP78-04004R000100110012-2

Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Admin. & Training Staff/OS

DATE: 18 August 1958

FROM : Acting Chief, Security Research Staff/OS

SUBJECT: Status of Typing and Clerical Situation

The following is to advise the status of typing and other clerical work as regards the particular project:

NUMBER OF TAPES BEING TRANSCRIBED..... 6

NUMBER TO BE TRANSCRIBED 13

SECRETARIES WORKING ON TAPES 2 full-time and 2 part-time

ESTIMATED AMOUNT OF MATERIAL RECEIVED FROM AIR FORCE TO BE TRIPPLICATED BY THERMOFAX..... 1500 pages

ESTIMATED DAYS OF SECRETARIAL HELP REQUIRED FOR COMPLETION OF TYPING 25

25X1A

ESTIMATED DAYS REQUIRED FOR TRIPPLICATION OF [REDACTED]

It should be noted that the above figures, due to circumstances involved, are only an estimate.

25X1A9a

DOC 67	REV DATE 27-5-58	TYPE 02
ORIG GUMP 31	PAGES 1	REV CLASS 6
ORIG CLASS 6	NEXT REV	AUTH: HR TO-2
JUST 2		

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OSI Repairs

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